

# Lake County Illinois

*Lake County Courthouse and Administrative Complex  
18 N. County Street  
Waukegan, IL 60085-4351*



## **Meeting Minutes - Final**

**Wednesday, September 23, 2009**

**1:00 PM**

**Financial and Administrative Committee Budget meeting**

**Assembly Room**

**Financial and Administrative Committee**

**1.0 Call to Order**

*This Committee met following the Health & Community Services budget meeting on September 22, 2009, and continued with the budget approval on Wednesday, September 23, 2009 at 12:25 p.m.*

**Present** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

*Also present:*

*Barry Burton, County Administrator  
Suzi Schmidt, County Board Chairman  
Susan Gravenhorst, County Board Member  
Aaron Lawlor, County Board Member  
Michelle Feldman, County Board Member  
Pat Carey, County Board Member  
Collin O'Rourke, County Board Member  
Amy McEwan, Sr. Assistant County Administrator  
Dusty Powell, Sr. Assistant County Administrator  
Gary Gordon, Finance & Administrative Services  
Rich Hentschel, Finance & Administrative Services  
Andrea Norwood-Mathews, Finance & Administrative Services  
Mike Gavin, Finance & Administrative Services  
Michael Wheeler, Finance & Administrative Services  
Julie O'Brien, Finance & Administrative Services  
Matt Guarnerly, Finance & Administrative Services  
Phil Balke, Information & Technology  
Mary Lynn Schultz, Information & Technology  
Rodney Marion, Human Resources  
Robert Szarzynski, Human Resources  
Jennie Khoen, Communications Manager  
Craig Peterson, public investigator.net  
Mary Otahal, County Board Office*

**2.0 Pledge of Allegiance**

**3.0 Public Comment**

**4.0 New Business**

**Budget Comments**

*FY2010 Committee Budget Hearings Comments*

- 1. The hearings today are for detail discussions regarding each departmental budget. (For the board members new to this process this is the opportunity to ask any questions regarding the details in any budget. Each budget will be presented in brief with a chance to ask questions thereafter.)*
- 2. We have also provided you with an extra exhibit this year that outlines the steps each*

department has taken in the form of cuts to address the current economic conditions and to close an initial multi-million \$ budget gap. Most of these cuts are in the form of unfunding certain positions.

3. For calculating the recommend property tax levy for FY10 we are estimating new construction to be \$300 million. We appreciate the help of Marty Paulson, Chief County Assessor with developing this estimate.

4. Due to the economy over the last year, and the decline in State shared revenues, we are recommending a reduction in certain sales and income tax revenues compared to FY09. These are included in the County Board departmental budget.

5. In a couple instances the County Administrator's recommended budget increases revenue estimates from those submitted by departments. Those will be reviewed during the review of those departments affected.

6. There is no overall wage increase recommended in the FY10 budget.

7. All vehicles and computers are currently budgeted in each department. Before the budget is final these amounts will be moved to GOE (that's why no values appear for FY10 in GOE as of yet)

8. The budget exhibits in the book includes actual revenues and expenses for FY09 YTD, which is through August. Some line items may include total, full year encumbrances, some may not.

9. The FY09 Modified Budget figures include carryovers from FY08. These are uncompleted projects from FY08 the budgets for which have been carried over into FY09, in whole or part.

10. You also have one-page summaries intended to highlight significant elements affecting the estimated FY09 yearend coming up on November 30th, and elements in the FY10 budget that are notably different from FY09.

11. The one page summaries include the page number in the budget book where you can find each chapter. The budget book indices in the front of the book also include the page numbers.

12. You also have the schedule of the meetings today and tomorrow with the page numbers also included.

13. We are recommending several amendments to the recommended budget as submitted. Those will be reviewed with the departmental budgets affected.

14. Welcome to two new budget analysts, Michael Wheeler and Mike Gavin

**5.0 09-1965**

Presentation and Consideration of Proposed FY 2010 Budget (see complete budget attached)

**5.1 09-1984**

Committee action approving the recommended FY2010 budget for the Information and Technology Department.

*Phil Balke, Director of Information and Technology, presented the Department's FY 2010 proposed budget.*

Revenue	Expenditures
\$223,000	\$10,559,673

**A motion was made by Member Stolman, seconded by Member Mountsier, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.2 09-1985**

Committee action approving the recommended FY2010 budget for the Human Resources Department.

*Rodney Marion, Director of Human Resources, presented the Department's FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
\$5,614	\$1,330,983

**A motion was made by Member Bassi, seconded by Member Mountsier, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.3 09-1986**

Committee action approving the recommended FY2010 budget for the Liability Insurance Fund.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$9,283,258	\$10,257,499	\$974,241

**A motion was made by Member Bassi, seconded by Member Mountsier, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.4 09-1987**

Committee action approving the recommended FY2010 budget for the Health-Life-Dental Fund.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$38,434,589	\$38,594,589	\$160,000

**A motion was made by Member Bassi, seconded by Member Mountsier, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.5 09-1988**

Committee action approving the recommended FY2010 budget for the FICA Fund.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$10,777,231	\$11,864,251	\$1,087,020

**A motion was made by Member Bassi, seconded by Member Mountsier, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.6 09-1989**

Committee action approving the recommended FY2010 budget for the I.M.R.F. Fund.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$17,553,233	\$18,583,476	\$1,030,243

**A motion was made by Member Bassi, seconded by Member Mountsier, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.7 09-1990**

Committee action approving the recommended FY2010 budget for the General Operating Expense Fund.

<i>Revenue</i>	<i>Expenditures</i>
\$21,991,480	\$12,034,170

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.8 09-1991**

Committee action approving the recommended FY2010 budget for the Finance and Administrative Services Department.

*Gary Gordon, Director of Finance and Administrative Services, presented the Department's FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
\$324,600	\$12,396,430

**A motion was made by Member Kyle, seconded by Member Stolman, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.9 09-1992**

Committee action approving the recommended FY2010 budget for the Corporate Capital Improvements Fund.

<i>Revenue</i>	<i>Expenditures</i>
\$0	\$0

*After much discussion, it was the consensus of the committee to hold this over until the October 7th F&A Committee meeting in order to clarify the storage needs by the Sheriff and other departments for the recommended storage building on the Libertyville Campus.*

**5.10 09-1993**

Committee action approving the recommended FY2010 budget for the County Board Office.

<i>Revenue</i>	<i>Expenditures</i>
\$92,605,753	\$1,964,452

**A motion was made by Member Kyle, seconded by Member O'Kelly, that this budget be approved as amended by moving \$954,378 of property tax levy to the Stormwater Management Commission fund. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.11 09-1994**

Committee action approving the recommended FY2010 budget for the County Administrator's Office.

*Barry Burton, County Administrator, presented the Department's FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
\$920,000	\$2,441,736

**A motion was made by Member Stolman, seconded by Member O'Kelly, that this budget be approved as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.12 09-1995**

Committee action approving the recommended FY2010 budget for the Solid Waste Management Tax.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$1,055,577	\$1,150,000	\$94,423

**A motion was made by Member Bassi, seconded by Member O'Kelly, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.13 09-1996**

Committee action approving the recommended FY2010 budget for the General Operating Refunding Bonds (2008).

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$2,727,369	\$2,726,369	(\$1,000)

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.14 09-1997**

Committee action approving the recommended FY2010 budget for the General Operating Refunding Bonds (2001).

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$388,530	\$387,530	(\$1,000)

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.15 09-1998**

Committee action approving the recommended FY2010 budget for the General Operating Refunding Bonds (2005).

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$484,053	\$483,053	(\$1,000)

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.16 09-1999**

Committee action approving the recommended FY2010 budget for SSA #6 Krisview.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$500	\$0	(\$500)

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.17 09-2000**

Committee action approving the recommended FY2010 budget for SSA #10 North Hills.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$82,631	\$80,194	(\$2,437)

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**5.18 09-2001**

Committee action approving the recommended FY2010 budget for SSA #12 The Woods of Ivanhoe.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$26,216	\$26,100	(\$116)

**A motion was made by Member Bassi, seconded by Member Kyle, to approve this budget as presented. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

**6.0 Adjournment**

**A motion was made by Member Kyle, seconded by Member Stolman, to adjourn at 2:00 p.m. Motion carried unanimously.**

**Aye:** 7 - Member Bassi, Vice Chair Kyle, Member Mountsier, Chair Paxton, Member O'Kelly, Member Stolman and Member Carter

*Minutes prepared by Mary Otahal.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Financial & Administrative Committee*